

**Chapter 1
Mayor and Council
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CHAPTER 1

Mayor and Council

1.01.000 TIME OF MEETING. The Council shall hold regular meetings on the first and third Tuesday of each month, at 7:30 p.m., except for the third Tuesday in July. When the day fixed for any regular meeting falls upon a day designated as an election day or on a legal or national holiday, such meeting shall be held at the same hour on the next succeeding day not a holiday. All regular meetings shall be held in the Council Chambers in the Municipal Building. Following a regular city election the new Council shall meet on the third Tuesday in April. The Mayor may call a special meeting by written notice to each member delivered to him personally or left at his usual abode at least six hours before the meeting for good cause if 24-hour notice is impossible or impractical.

1.02.000 PROCEDURE.

1.02.010 Agenda. All reports, communications, resolutions or other matters to be submitted to the Council at a regular meeting shall be delivered to the City Administrator prior to 5:00 p.m. on the Thursday preceding the meeting. The City Administrator shall arrange a list of such matters according to the Order of Business and furnish each alderman and the Mayor with a copy as far in advance as time for preparation will permit. If Council members, city officials or city staff know in advance of the time the meeting agenda is established that there are specific informational items or forthcoming events about which the public may be interested, that particular subject matter shall be identified and described in a way that is reasonably likely to apprise members of the public news media thereof.

1.02.020 Presiding Officer. The presiding officer shall be the Mayor. In his absence, the president of the Council, elected annually at the first meeting of the new Council, shall preside. The presiding officer shall take the chair at the appointed hour and shall call the meeting to order. The City Clerk shall call the roll.

1.02.030 Quorum. Two-thirds of the members shall be a quorum. The Mayor shall not be counted in determining whether a quorum is present.

1.02.040 Order of Business. Except where required or permitted by law to meet in closed session, all meetings of the Council shall be open to the public. The business of the Council shall be taken up for consideration in the following order:

1. Roll Call
2. Pledge of Allegiance
3. Consent Agenda
4. Approval of Minutes of Previous Meeting
5. Mayor's Business
6. Officers'/Staff Reports
7. Public Comments/Appearances
8. Committees
9. Boards/Commissions
10. Unfinished Business
11. New Business
12. Forthcoming Events
13. Public Comments/Appearances
14. Adjournment

1.02.050 Voting. The ayes and noes may be required by any member. On confirmation and on the adoption of any measure assessing or levying taxes, appropriating or disbursing money or creating any liability or charge against the City, the vote shall be by ayes and noes. Silence on a voice vote shall be deemed an affirmative vote.

1.03.000 A. 1st Aldermanic District – Includes Ward 1 with the following boundaries:

WARD 1 – Beginning at the intersection of I-43 and N. Wisconsin Street, east along the east side of the I-43 right-of-way to city limits, then south to C.T.H. LL, then northeast along C.T.H. LL to city limits, then east along city limits to a point where city limits proceed south, then south along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed south, then south along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceed south, then south along city limits to a point where city limits proceed east, then east along city limits until Groeschel Road, then north on Groeschel Road to a point where city limits proceed east, then east along city limits to a point where city limits proceed south, then south along city limits to Norport Drive, then west on Norport Drive to a point where city limits proceed south, then south along city limits to a point where city limits proceed east, then east along city limits to Noridge Trail, then southwest on Noridge Trail to Briarwood Lane, then west on Briarwood Lane to Crestview Drive, then south on Crestview Drive to Sunrise Trail, then west on Sunrise Trail to Hales Trail, then north/west on Hales Trail to the Ozaukee Interurban Trail, then South on the Ozaukee Interurban Trail to a point extending East of Prospect Street, from that point to Prospect Street, then West along Prospect Street to N. Wisconsin Street, then north on N. Wisconsin Street to the point of beginning, and including that detached tract of land lying north of I-43 and east of N. Wisconsin Street extended.

2nd Aldermanic District – Includes Ward 2 with the following boundaries:

WARD 2 – Beginning at the intersection of C.T.H. KK (Moore Road) and N. Spring Street, then south on N. Spring Street to its intersection with W. Grand Avenue, then east on W. Grand Avenue to Milwaukee Street, then north on Milwaukee Street to W. Dodge Street, then east on W. Dodge Street to N. Wisconsin Street, then North on N. Wisconsin Street to Jefferson Street, then West on Jefferson Street to Webster Street, then South on Webster Street to W. Walters Street, then West along W. Walters Street to city limits, then south along city limits to a point where city limits proceed west, then west along city limits to Moore Road, then following city limits northwest to a when where they turn southwest, then following city limits southwest to a point where they turn southeast, then following city limits southeast to a point where they turn west, then following city limits west to a point where they turn northwest, then following city limits northwest until its intersection with Moore Road, following Moore Road northwest to the point of the beginning.

3rd Aldermanic District – Includes Ward 3 with the following boundaries:

WARD 3 – Beginning at the intersection of Norport Drive and Noridge Trail, then northeast on Norport Drive to city limits, then east along city limits to Lake Michigan, then south along Lake Michigan shoreline following city limits past the marina to the north side of Sauk Creek, then west along Sauk Creek to its intersection with S.

Wisconsin Street, then South along S. Wisconsin Street to Chestnut Street, then west along Chestnut Street to Division Street, then south along Division Street to Oakland Avenue, then west following Oakland Avenue to S. Spring Street, then north on Spring Street to Lincoln Avenue, then west on Lincoln Avenue to Tower Drive, then north on Tower Drive to W. Grand Avenue, then east on W. Grand Avenue to Milwaukee Street, then north on Milwaukee Street W. Dodge Street, then east on W. Dodge Street to N. Wisconsin Street, then north on N. Wisconsin Street to Prospect Street, then east on Prospect Street to a point extending off of Prospect Street where it meets the Ozaukee Interurban Trail, then north on the Ozaukee Interurban Trail to its intersection with Hales Trail, then east on Hales Trail to Sunrise Drive, then east on Sunrise Drive to Crestview Drive, then north on Crestview Drive to Briarwood Lane, then east on Briarwood Lane to Noridge Trail, then north on Noridge Tail to the point of beginning.

4th Aldermanic District – Includes Ward 4 with the following boundaries:

WARD 4 – Beginning at the intersection of S. Wisconsin Street and Chestnut Street, then North on S. Wisconsin Street to its intersection with Sauk Creek, then east following the south bank of Sauk Creek to city limits, then south following city limits to a point where city limits proceeds northeast, then northeast along city limits to a point where city limits proceeds southeast, then southeast along city limits until to a point where the north coal dock ends, proceed southwest along the edge of the coal dock to a point where the edge turns northwest, then northwest along the coal dock until the WE energies plant, from the WE Energies plant go southeast along the perimeter to a point where it turns southwest, then southwest along the edge of the south coal dock until you reach a point where it turns northwest, then northwest along the edge of the coal docks/Lake Michigan until you reach a point where it reaches south beach, then south along city limits/ Lake Michigan shoreline to a point where city limits proceeds west, then west along city limits to CTH C (which turns into Division Street after Sunset), then north on Division Street to a point where city limits proceeds west, then west along city limits to a point where city limits proceeds south, the south along city limits to Sunset Road, then west along Sunset Road to S. Park Street, then south on Park Street along city limits to a point where city limits proceed east, then east along city limits to C.T.H. C. , then south along C.T.H. C to a point where city limits proceeds east, then east following along city limits to a point where the city limits proceed north, the north along city limits to a point where city limits proceed east, then east to a point where city limits proceed south (Lake Michigan Shoreline), then south along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceeds north, then north along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceed south, then south along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed west, then west along city limits to C.T.H. C, then north along C.T.H. C to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed west, then west along city limits to C.T.H. C, then north along C.T.H. C to a point where city limits proceed west, then west along city limits to a point where city limits proceed south, then south along city limits to a point where city

limits proceed west, then west along city limits to a point where city limits proceed south, then south along city limits to a point where they proceed east, then east along city limits to a point where city limits proceed south, then south along city limits to a point where city limits proceed west, then until a point where city limits proceed south, then south along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceeds southwest along State Highway 32, then southwest along city limits to a point where city limits proceeds west, then following along city limits west to a point where city limits proceed north, then north along city limits until a point where city limits proceeds northeast, then northeast along city limits to a point where city limits proceed east, then east along the city limits until a point where city limits proceeds north, then north along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to E Sauk Road, then west along E Sauk Road to a point where city limits proceed north, then north along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed southeast, then southeast to a point where city limits meets State Highway 32, then north along the west side of State Highway 32 to Maritime Drive, then east across the north side of Maritime Drive to the east side of State Highway 32, then southwest following State Highway 32 along city limits to a point where city limits proceeds south, then south along city limits where city limits meets the railroad right of way, then northeast along the east side of railroad right-of-way to a point where the railroad right-of-way intersects with a point where city limits proceeds northwest, then northwest along city limits to where city limits proceeds southwest along the east side of S. Spring Street, then southwest along the east side S. Spring Street to a point where city limits proceeds southeast, then southeast along city limits to a point where city limits proceeds southwest along the railroad right of way, then southwest along the west side of the railroad right of way until a point where city limits proceeds northwest, then northwest along city limits to a point where city limits proceeds southwest along State Highway 32, then southwest along city limits to a point where city limits proceeds west, then west along city limits to a point where city limits proceeds north, then north along city limits to a point where city limits proceeds southwest at the intersection of the Ozaukee Interurban Trail and County Highway LL, then southwest following Ozaukee Interurban Trail a point where city limits proceeds west, then following city limits west to a point where city limits proceed north, then north following city limits until Sunset Road, then east along Sunset Road to a point where city limits proceed north, then north along city limits until a point where city limits proceed west, then west along city limits to a point where city limits proceed north, then north along city limits until a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed south, then south to Sunset Road, then east along Sunset Road to its intersection with the Ozaukee Interurban Trail, then northeast following the Ozaukee Interurban Trail to its intersection with S. Spring Street, then northeast on S. Spring Street to W. 4th Avenue, then northwest on W. 4th Avenue to S. Garfield Avenue, then

northeast on Garfield Avenue to 2nd Avenue, then northwest on 2nd Avenue to High Street, then north on High Street to Lincoln Avenue, then east on Lincoln Avenue to S. Spring Street, then south on S. Spring Street to Oakland Avenue, then east on Oakland Avenue to Division Street, then north on Division Street to Chestnut Street, then east on Chestnut Street to the point of beginning.

EXCLUDING: Beginning at the intersection of the west parcel line of parcel ID #070320300500 and Sunset Road, then north along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to a point where proceed east, the east along city limits to where a point where city limits proceed southwest, then southwest along city limits (following S. Park Street) to a point where city limits proceed west, then west along city limits to a point where city limits proceed south, then south along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceeds south, then south along city limits to a point where city limits proceeds west, then west along city limits to a point where city limits proceeds south, then south along city limits to a point where city limits proceeds west, then west along city limits to the beginning of the exclusion.

EXCLUDING: Beginning at a point at the intersection of Sunset Road and S. Park Street, east along Sunset Road until a point where city limits proceed north, then north to where city limits proceed east, then east until CTH C (S. Division Street), then southwest along the east line of CTH C until a point where city limits proceed east, then east along the city limits to the Lake Michigan shoreline, then south along the Lake Michigan shoreline until a point where the city limits proceed west, then west along the city limits to CTH C, then northeast along the west side CTH C to a point where the city limits proceed west, then west along the city limits to a point where the city limits proceed northeast, then northeast to a point where the city limits proceed west, then west along the city limits to a point the city limits proceed north, then north along the east line of S. Park Street to the beginning of the exclusion.

5th Aldermanic District – Includes Ward 5 with the following boundaries:

WARD 5 – Beginning at the intersection of W. Grand Avenue and Spring Street, then west on W. Grand Avenue to its intersection with Freeman Drive, then south along former County Highway LL off ramp/State Highway 33 onramp to its intersection with the east side of County Highway LL, then west across County Highway LL to W. Second Avenue, then west on W. Second Avenue extending to the west to Jackson Road, then north along Jackson Road to State Highway 33, then east along the south right-of-way of State Highway 33 to a point where city limits proceed north, then north along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceed south, then south along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceed south, then south along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed west, then west along city limits to a point where city limits proceed south, then south along city limits until State Highway 33, then west along the north right-of-way of State Highway 33 to a point where city limits proceed north, then north along city

limits to a point where city limits proceed west, then west along city limits to a point where city limits proceed north, the north along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to Green Bay road, proceeding northeast along Green Bay Road to a point where city limits proceed south, then south along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to a point where you meet Green Bay Road, then northwest along Green Bay Road to a point where the city limits proceed south, then south along city limits to a point where city limits proceed east, then east along city limits to a point where city limits proceed north, then north along city limits to a point where city limits proceed southeast, then southeast along city limits until you meet up with County Highway LL, then follow County Highway LL north to a point where the city limits proceed east, then east along city limits until a point where city limits proceed north, then north along city limits until W Walters Street, then east on W Walters Street and continuing east along the city limits until Moore Road, then following Moore Road southeast until Spring Street, then south on Spring Street to the point of beginning.

6th Aldermanic District – Includes Ward 6 with the following boundaries:

WARD 6 – Beginning at the intersection of Second Avenue and County Highway LL, then north along former County Highway LL off ramp to W. Grand Avenue, then east on W. Grand Avenue to Tower Drive, then south on Tower Drive to Lincoln Avenue, then east on Lincoln Avenue to High Street, then south on High Street to 2nd Avenue, then southeast on 2nd Avenue to Garfield Avenue, then southwest on Garfield Avenue to 4th Avenue, then southeast on 4th Avenue to S. Spring Street, then continuing northeast on S. Spring Street to 3rd Avenue, then southeast on 3rd avenue to S. Spring Street, then southwest on S. Spring Street to its intersection with the Ozaukee Interurban Trail, then Southwest along the Ozaukee Interurban Trail to Sunset Road, then west on Sunset Road to County Highway LL, then north on County Highway LL following city limits to the point of beginning.

7th Aldermanic District – Includes Ward 7 with the following boundaries:

WARD 7 – Beginning at the intersection of N. Wisconsin Street and C.T.H. LL, then south on N. Wisconsin Street to Jefferson Street, then west on Jefferson Street to N. Webster Street, then south on N. Webster Street to W. Walters Street, then west on W. Walters Street to Grant Street, then north on Grant Street to a point where city limits proceed west, then west along city limits to a point where city limits proceeds north, then north along city limits to a point where city limits proceeds east, then east along city limits to Grant Street, then north along Grant Street to a point where city limits proceeds southwest, then southwest along city limits to a point where city limits proceed northwest, then northwest along city limits to a point where city limits parallels railroad right-of-way, then northeast along railroad right of way to a point where city limits proceeds east, then east along city limits to a point where city limits proceeds north, then north along city limits to a point where city limits parallel the railroad right of way, then northeast along the railroad right of way to a point where city limits proceeds west, then west along city limits to a point where city limits proceeds north, then north along city limits to County Highway LL, then east along County Highway LL to the intersection of

N. Wisconsin Street and Interstate Highway 43, then south along N. Wisconsin Street to the point of beginning.

B. Location of Polling Places. Election polling places are hereby designated at the following locations to serve each of the aldermanic districts and wards set forth below:

1. Aldermanic Districts 1 and 7, Wards 1 and 7:
St. Matthew Lutheran Church, 1525 N. Grant Street.
2. Aldermanic Districts 2 and 3, Wards 2 and 3:
Port Washington City Hall, 100 W. Grand Avenue.
3. Aldermanic Districts 4, 5 and 6, Wards 4, 5 and 6:
Grand Avenue United Methodist Church, 505 W. Grand Avenue.

1.04.000 ORDINANCES. All proposed ordinances shall be prepared by the City Attorney at the direction of the Common Council. Any proposed ordinance shall be first introduced at a Council Meeting with a first reading and discussion with no action to be taken at this meeting. A proposed ordinance shall be voted on at a meeting held at least one week but not more than five weeks after the first reading. The Council may, in cases of emergency, by a three-quarter vote of those members present waive this section of the ordinance requiring a first reading before the adoption of an ordinance. All adopted ordinances shall be incorporated into the City Code as soon as possible.

Pursuant to Section 4.002, Wis. Stats., the following conventions pertaining to the above geographical boundary descriptions apply:

- (1) Each bound continues to the intersection with the boundary next named, or to the intersection with a straight-line extension of such bound.
- (2) If the bound is a street, it follows the centerline of such street or the centerline of such street extended.
- (3) If the bound is a railroad right-of-way, it follows the centerline of such railroad right-of-way.
- (4) If the bound is Lake Michigan, it follows the highwater shoreline of such lake.
- (5) If the bound follows a municipal boundary, it coincides with such boundary

1.05.000 MAYORAL APPOINTMENTS TO STANDING AND STATUTORY COMMITTEES.

1.05.010 Required Appointments. The mayor shall appoint aldermen to the following standing statutory committees.

1. Three aldermen to the Board of Public Works.
2. Three aldermen to the Finance Committee.
3. One alderman to the Planning Commission.
4. Three aldermen to the License Committee.
5. One alderman to the Park Board.
6. One alderman to the Commission on Aging.
7. One alderman to the Library Board.
8. One alderman to the Harbor Commission.
9. Three aldermen to the Administration Committee.
10. Three aldermen to the Personnel Committee.

1.05.020 The Mayor shall not appoint an alderman to more than one of the following committees, boards, or commissions:

1. Board of Public Works (3)
2. Finance Committee (3)
3. Plan Commission (1)

1.05.030 Commencing with the regular term of office for the City Clerk commencing the third Tuesday of April, 1985, selection of the City Clerk shall be by appointment by the Mayor subject to confirmation by the Council.

1.05.040 Commencing with the third Tuesday of April, 1985, said office shall be consolidated with the City Administrator of the City of Port Washington.

1.06.000 ADDRESSING THE COUNCIL. Any person desiring to address the Council regarding a particular subject matter shall do so during that portion of the Council meeting reserved for comments by the public. The Council may discuss, but shall not act on, any matter raised by the public during a comment period, provided, however, that extensive discussion and action on such matter shall be deferred until specific notice of the subject matter can be given as required by law.

1.07.000 COUNCIL GOVERNED. Unless otherwise provided, the Council shall be governed by **Robert's Rules of Order.**